Academic Policy Committee

MINUTES

12/04/13

MARK 322 – 10:00 a.m. – 11:15 a.m.

**Voting Members Present**: Ranjeeta Basu, Salah Moukhlis, David Barsky, Chetan Kumar (Chair)

**Ex-Officio Members Present**: Pam Bell, Thomas Swanger, David McMartin

**Members Absent**: Gerardo Gonzalez, Talitha Matlin, Saul Serrano, Regina Eisenbach, Sarah Villarreal (This APC Meeting was rescheduled from original date)

**Guests**: Lourdes Shahamiri

1. **Approval of Minutes**:

Minutes approved

1. **APC Chair’s Report**:
2. New referrals from EC
3. Senate discussion
4. Convene Arts and Literature task force
5. Next meeting to be rescheduled from 11/27 to alternate date to coincide EC

III. New and Old Business discussions

1. Academic Freedom Task Force

Discussion: Ranjeeta represented APC at the Academic Freedom Policy Task Force; the first draft of Policy completed by the task force.

Action: After further edits, the policy will be referred to APC and EC in Spring 2014.

1. Arts and Literature Task Force

Discussion: The Arts and Literature Policy Task Force was convened by Chet. The discussion about who will volunteer to represent APC will continue next week.

Action: The Arts and Literature Policy Task Force will meet next week to continue discussion.

1. LOTER Catalog Wording Policy completed

4. Student Representation on University Committees

Discussion: APC discussed and asked for clarification on whether this is an EC conversation for all committees.

5. Policy on Curriculum Originating Off-Campus

Discussion: APC discussed all programs should have a faculty originator; we may have an existing Policy that addresses this.

Action: Chair to update EC on faculty originator discussion and provide details of existing policy.

6. Policy Regarding Requiring Computer Use for Tests

Discussion: APC clarified this is an official referral to APC; discussed if there is an existing policy that addresses this issue, including faculty originators of course.

Action: Chair to clarify with EC on further details regarding this policy

7. CLEP Exams Policy

Discussion: The CLEP Exam Policy was discussed at GEC.The policy will need to be updated.

Action: David will request an official referral from EC.

8. Policy that Defines Online and Hybrid Courses

Discussion: APC discussed this as a priority for Spring Senate discussion,

Action: APC will continue the discussion at the next APC meeting.

9. Guidelines for Syllabi Policy

Discussion: APC recommends we pull it from December Senate discussion.APC will incorporate own recommendationsfor combined referral from APC and GEC at Spring Senate meeting. APC discussed LOs to be included in the policy. Conversations may need to take place with departments that offer related courses , for which SLOs and GELOs are required, and include the ADA statement.

Action: APC will discuss the updated policy in the Spring with David taking the lead informatting the policy document for discussion at the next APC meeting.

Next Meeting: Spring APC meeting schedule to be decided by email.